FIRST 5 – PLACER CHILDREN & FAMILIES COMMISSION

11820 Enterprise Dr. Auburn, CA 95603

Meeting Minutes, September 14, 2006

Attendees – Commissioners & Staff:

Catherine Goins, Vice-Chair, Commissioner, Childhood Development
Bob McDonald, Commissioner, Early Intervention
Elaine Rowen, Ph.D., Commissioner, Early Education
Kim Haswell, Commissioner, Consumer
Dayle Edgerton, Commissioner, Child Health
Melanie M. Cleary, Commissioner Tahoe Area
Richard J. Burton, M.D., MPH, Commissioner (Participated by the telephone)
Don Ferretti, First 5 Director
Jo McCormack, County Counsel
Nancy Baggett, Staff Support, Administration

Commissioners & Staff Not in Attendance:

Dr. Sandra Naylor-Goodwin, Chair **Jim Holmes**, Commissioner, Board of Supervisors, District #3

Public Attendees:

Paula Anderson, UCCE Vicky Pantels –UCCE

Call Meeting to Order

Meeting called to order at 4:34 PM

Public Comment:

There was no public comment.

I. Approval of Minutes:

Motion to approve the minutes from August 10, 2006 meeting.

Cleary/Rowen / Unanimous

II. Commission Action Items

1. Children's Health Insurance Inititaive

The Commission reviewed background materials and discussed this opportunity to provide funding to ensure that all children 0-5 in Placer County have health insurance.

Actions Requested

- **a.** Set aside funding up to \$602,054 for a 0-5 Children's Health Insurance Initiative that would be part of the Commission's 2007-2010 Strategic Plan.
- **b.** Set aside start up funding in the amount of \$50,000 to be used during the period of January 2007 through June 30, 2007 for outreach, enrollment and administration.
- **c.** Authorize Commissioner Dayle Edgerton to represent the Commission on the Local CHI collaborative.
- **d.** Authorize staff to seek membership in the Sacramento Sierra Region's Healthy Kids Healthy Futures Collaborative.

McDonald/Rowen / to approve the above actions. Unanimous

Dr. Burton recommended the staff report back to the Commission in 2-3 months.

2. Strategic Plan Writing Team

The Commission discussed the timeline for developing a draft plan. The role of the Plan Writing Team was discussed (i.e., the team would review and organize input from community meetings and develop a draft plan for the Commission's consideration).

Action Requested

Approve the following people to serve on the ad hoc Plan Writing Team:

- <u>Catherine Goins</u> CFC Vice Chair, Executive Director Child Development Programs PCOE
- <u>Bob McDonald</u> CFC, Placer County Sheriff Department (Retired)
- Eden Rock CRC, Community Member
- <u>Susan Fernandes</u> CRC, Program Manager Child Development Programs at Lake Tahoe PCOE
- <u>Denyse Cardoza</u> CRC, Executive Director Head Start/Early Head Start
 State Preschool
- <u>Darlene Jackson</u> Community Member, Associate Dean of Human Development & Family and Child Development Centers – Sierra College
- **Don Ferretti** First 5 Staff
- Nancy Baggett First 5 Staff

Dr. Burton recommended First 5 staff utilize the services of the recently hired social marketer through Children's System of Care. Don will contact Bud Bautista to discuss.

Rowen/Cleary / to approve the composition of the Plan Writing Team. Unanimous

3. CRC Member Recruitment

Recently, due to a job change, Maureen Burness of the Placer County Office of Education – SELPA (Special Education Local Plan Area) resigned her position on the Community Resource Committee. The SELPA serves special education students from aged 0 to 22, with disabilities ranging from speech and language to the severely orthopedically impaired.

Action Requested:

Authorize the CRC to issue a request for applications to fill a vacant seat on the CRC representing children with special needs.

Rowen/Edgerton / to approve the above recommendation. Unanimous

4. Staffing/Workload Study

As the Commission plans for future directions and expenditures it is also important to plan for future staffing needs.

The Executive Committee recommended that the Commission conduct a study to determine the best staffing options for implementation of the 2007-2010 Strategic Plan.

Action Requested

Authorize staff to enter into a contract not to exceed \$8,500 with Morrison Forbes to conduct a staffing/workload study for First 5 Placer.

The Commission discussed the fact that Morrison Forbes conducted the original staff/workload study that resulted in the description of the "network model" that is currently used to support the Commission. Given that this prior experience is vital to a timely and informed study, Morrison Forbes is the best choice for conducting this follow-up study.

The Commissioners also discussed the portion of the scope of work that involves comparisons with other county commissions. The conclusion was that although there is a desire to learn what others are doing, it is not necessarily a desire to copy what others are doing.

Rowen/Haswell / to approve the above action. Five ayes - One opposed

III. Information Items:

None

IV. Commissioner Reports:

Kim Haswell –Attended a learning conversation in Tahoe-Truckee where she
learned that the school district had approved a 0-12 school curriculum
encompassing preschool. Had a question regarding if anyone knew if other
school districts are doings this.

• **Dayle Edgerton** – Target group for flu vaccine now is 6 months to 5 years and she feels it is important to get this information out to families and caregivers

V. Advisory Committee Reports:

- Community Collaborative of Tahoe/Truckee Hired a new executive director.
- Child Care Local Planning Council No report
- Community Resource Committee Will review the annual report at the next meeting.
- Placer Collaborative Network A survey has gone out to the PCN membership asking what activities they'd like PCN to provide.

VI. Director's Report

- Status of Return on Investment Study Study has been completed and report will be given at the October meeting.
- Status of the Evaluation Consultant RFQ Applications are currently being reviewed by the Executive Committee and Don and Nancy. A recommendation is expected for the October meeting. If approved the Evaluator would start in January 2007.
- Ethics Training A home study program is available, it takes about 1 ½ hours and it can be mailed in rather than attend a class. The completed study is due by November 30, 2006.
- Outcome Fair October 13 at the Galleria in Roseville. The First 5 California mobile activity van will be parked inside the Galleria near the partner's tables. Having the van at the Fair should also increase publicity.
- **Community Conversations** Four community conversations are left and staff encouraged the commissioners to attend and also to help get the word out.

Meeting Adjourned: 5:20 PM